

Message Text

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PAGE 01 NAIROB 06970 01 OF 02 051616Z
ACTION AF-10

INFO OCT-01 ISO-00 SS-15 SP-02 NSC-05 SIG-03 MMO-04
PM-05 INR-10 CIAE-00 ICA-20 NSAE-00 DODE-00 L-03
PA-02 A-01 EB-08 AID-05 PC-05 OC-06 CCO-00 CA-01
TRSE-00 COME-00 OMB-01 /107 W
-----027491 051701Z /47

R 050946Z MAY 78
FM AMEMBASSY NAIROBI
TO SECSTATE WASHDC 7255
INFO AMEMBASSY VICTORIA

UNCLAS SECTION 1 OF 2 NAIROBI 6970

E.O. 11652: N/A
TAGS: OGEN
SUBJ: FY 1980 GOALS/OBJECTIVES AND RESOURCE MANAGEMENT (GORM)
PROCESS FOR AMEMBASSY VICTORIA

REF:STATE 063477

PART I - STATE GORM SUBMISSIONS

FORM ZBB-1

1. TOTAL US PERSONNEL - 3
2. TOTAL FSL - 4
3. TOTAL PERSONNEL RESOURCES - 7

PACKAGE III EQUALS .35

FORM ZBB-2 PACKAGE WORKSHEET (PACKAGE III):

ZERO-BASED BDGETING

FY 1980

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PAGE 02 NAIROB 06970 01 OF 02 051616Z

PERSONNEL RESOURCE WORKSHEET

FY 1978 PACKAGE III

FUNCTION	AMER	AMER	FSL
	OFF	STAFF	
EXEC	1	1	

POL/LABOR

E/C

CONS 1 (AUTH BUT UNFILLED)

ADMIN 1 3.

TOTAL THIS

PACKAGE 1 2 4

FORM ZBB-3

(1) DECISION UNIT NAME: VICTORIA

(2) PACKAGE III OF II

(3) ACTIVITY DESCRIPTION: EMBASSY

(4) RESOURCE REQUIREMENTS

	FY 78	FY 79
US OFFICERS	1	1
FSL'S	4	4
TOTAL	7	7

(5) IMPACT ON POLICY GOALS, OBJECTIVES AND ESSENTIAL ACTIVITIES:

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PAGE 03 NAIROB 06970 01 OF 02 051616Z

AT PRESENT STAFFING LEVEL, AMERICAN PERSONNEL AT EMBASSY VICTORIA ARE HARD PRESSED TO EFFECTIVELY PURSUE AGREED GOALS AND OBJECTIVES AND CARRY OUT ACTIVITIES ESSENTIAL TO THE OPERATION OF A FULL SERVICE, MULTI-FUNCTIONAL EMBASSY IN THE REPUBLIC OF SEYCHELLES. THE DCM/CHARGE (THE ONLY FSO AT POST) IS CURRENTLY RESPONSIBLE FOR POLICY FORMULATION/IMPLEMENTATION, ALL POLITICAL AND ECONOMIC REPORTING, POLITICAL-MILIARY MATTERS (INCLUDING A 130 MAN USAF SATELLITE TRACKING STATION, FREQUENT USN SHIP VISITS AND OVERNIGHT TRANSIT STOPS BY USN P-3 WARTIME SURVEILLANCE AIRCRAFT), PUBLIC AFFAIRS AND INFORMATION-AL/CULTURAL PROGRAMS. HE IS ALSO RESPONSIBLE FOR SUPERVISION OF PL 480 TITE II PROGRAM WITH OVER 10,000 RECIPIENTS, A SELF-HELP PROGRAM AND AN INTERNATIONAL VISITORS PROGRAM. HE WORKS CLOSELY WITH ASSOCIATE PEACE CORPS DIRECTOR IN MONITORING THE PC PROGRAM. IN THE ABSENCE FROM POST OF THE ADMINISTRATIVE SPECIALIST, HE ASSUMES THE CONSULAR FUNCTION. THE ADMINISTRATIVE SPECIALIST PERFORMS ALL CONSULAR AND ADMINISTRATIVE WORK AND SERVES AS PRIMARY COMMUNICATOR WHEN THE STAFF SECRETARY IS ABSENT FROM POST. THE STAFF SECRETARY, IN ADDITION TO ALL CLASSIFIED DICTATION AND TYPING, ACTS AS PRIMARY COMMUNICATOR

INCLUDING THE PREPARATION OF OUTGOING MESSAGE TRAFFIC
(APPROXIMATELY 900-1000 TELEGRAMS ANNUALLY)
AND THE MAINTENANCE OF THE POST'S FILING SYSTEM. THE STAFF
SECRETARY ALSO ASSISTS IN THE PREPARATION OF ROUTINE
REPORTS. THE FOUR FSL PERSONNEL ARE ONE BUDGET AND
FISCAL ASSISTANT, ONE RECEPTIONIST/TYPIST, ONE DRIVER/
MESSENGER AND AN AUTHORIZED (BUT UNFILLED) POSITION OF
CONSULAR/COMMERCIAL ASSISTANT. IN THE ABSENCE FROM
POST OF AN AMERICAN DUE TO ILLNESS, R&R, PARTICIPATION
IN CONFERENCES, ETC., THE WORKLOAD NECESSITATES
CONSIDERABLE OVERTIME (AVERAGING 20-30 HOURS PER WEEK)
FOR REMAINING PERSONNEL. ON A CONTINUING BASIS, OVERTIME
FOR ALL US PERSONNEL AVERAGES 15 HOURS PER WEEK RISING
TO 20-25 DURING PERIODS OF PEAK WORKLOADS. IN OUR VIEW,
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PAGE 04 NAIROB 06970 01 OF 02 051616Z

PRESENT STAFFING LEVEL IS ABSOLUTE MINIMUM REQUIRED TO
EFFECTIVELY CARRY OUT AGREED OBJECTIVES. AS NOTED
ABOVE, A REDUCTION IN IN STAFF OF ONE EMPLOYEE UNDER
EITHER THE FIVE OR TEN PERCENT FORMULA WORKS OUT TO
BE A FRACTION OF ONE. THE UTILIZATION OF DEPENDENTS,
IF AVAILABLE AND QUALIFIED, IN PERIODS OF PEAK WORKLOAD
OR THE PROTRACTED ABSENCE FROM POST/WORK OF ASSIGNED
PERSONNEL MAY, IN CERTAIN INSTANCES, OBVIATE THE NEED
FOR AF ROVER OR NAIROBI-BASED TDY ASSISTANCE.

FORM ZBB-1

(1) TOTAL US PERSONNEL - 5

(2) TOTAL FSL -4

(3) TOTAL PERSONNEL RESOURCES - 9

FORM ZBB-2 PACKAGE WORKSHEET

ZERO BASED BUDGETING

FY 1980

PERSONNEL RESOURCE WORKSHEET

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PAGE 01 NAIROB 06970 02 OF 02 051624Z
ACTION AF-10

INFO OCT-01 ISO-00 SS-15 SP-02 SIG-03 MMO-04 PM-05
ICAE-00 INRE-00 CIAE-00 INR-10 NSAE-00 DODE-00
NSCE-00 L-03 PA-02 A-01 EB-08 AID-05 PC-05 OC-06
CCO-00 CA-01 TRSE-00 COME-00 OMB-01 SSO-00 /082 W
-----027538 051711Z /47

R 050946Z MAY 78
FM AMEMBASSY NAIROBI
TO SECSTATE WASHDC 7256
INFO AMEMBASSY VICTORIA

UNCLAS SECTION 2 OF 2 NAIROBI 6970

E.O. 11652: N/A
TAGS: OGEN
SUBJ: FY 1980 GOALS/OBJECTIVES AND RESOURCE MANAGEMENT (GORM)
PROCESS FOR AMEMBASSY VICTORIA

FY 1980 (OPTIONAL PACKAGE IV)

FUNCTION	AMER OFF	AMER STAFF	FSL
EXEC	1	1	
POL/LABOR	-	-	
E/C	-	-	
CONSULAR	1		1
ADMIN	-	2	3
TOTAL THIS PACKAGE	2	3	4

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PAGE 02 NAIROB 06970 02 OF 02 051624Z

FORM ZBB-3

(4) RESOURCE REQUIREMENTS

	FY 78	FY 79	FY 80
US OFFICER	1	1	1

US STAFF	2	2	3
FSL	4	4	4
TOTAL	7	7	9

(5) IMPACT ON POLICY GOALS, OBJECTIVES AND ESSENTIAL ACTIVITIES:

THE INCREASE OF ONE FSO AND ONE FSSO WOULD ENABLE VICTORIA TO MORE EFFECTIVELY CARRY OUT AGREED OBJECTIVES AND PERFORM ESSENTIAL SERVICES. VICTORIA IS A RECENTLY ESTABLISHED (JUNE 1976) FULL SERVICE, MULTI-FUNCTIONAL EMBASSY WITH CONSIDERABLE AND EXPANDING PROGRAM RESPONSIBILITIES. THE ADDITIONAL FSO WOULD ASSUME RESPONSIBILITY FOR THE CONSULAR FUNCTION, SOME ASPECTS OF ADMINISTRATION, ECONOMIC REPORTING, TRADE PROMOTION, AND POST'S INFORMATIONAL AND CULTURAL ACTIVITIES, THEREBY ENABLING THE DCM/CHARGE TO SPEND MORE TIME ON POLICY FORMULATION/IMPLEMENTATION, REPORTING ON THE ACTIVE POLITICAL SCENE, POLITICAL-MILITARY AFFAIRS, REPRESENTATION AND PROVIDE MORE TIME FOR SUPERVISION AND EFFECTIVE OVERSIGHT OF PROGRAM ACTIVITIES WHICH ARE ANTICIPATED WILL INCREASE BY FY 1980. THE ADDITIONAL FSSO WOULD SHARE THE C&R (WHICH WILL INCREASE UNCLASSIFIED

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PAGE 03 NAIROB 06970 02 OF 02 051624Z

CONSIDERABLY WHEN THE POST HAS ITS OWN CLASSIFIED CIRCUIT) AND ASSUME GSO RESPONSIBILITIES. IF SUFFICIENT RESOURCES ARE NOT AVAILABLE FOR BOTH NEW POSITIONS, THE ADDITIONAL FSO POSITION SHOULD BE GIVEN PRIORITY OVER THE FSSO POSITION.

PART II - EVALUATION OF GOALS, OBJECTIVES, AND RESOURCE MANAGEMENT OF ALL AGENCIES WITH PERSONNEL SUBJECT TO AMBASSADOR'S SUPERVISION, COORDINATION AND DIRECTION.

1. BECAUSE OF THE SMALLNESS AND NEWNESS OF EMBASSY VICTORIA THERE IS AS YET ONLY ONE OTHER US AGENCY THAT IS OFFICIALLY REPRESENTED AND ACTIVE IN THE SEYHELLES, NAMELY, THE PEACE CORPS. INFORMAL AGREEMENT WAS REACHED WITH THE GOVERNMENT OF SEYHELLES FOR THE PLACEMENT OF UP TO TEN PC VOLUNTEERS PRIMARILY IN SUPPORT OF EDUCATIONAL DEVELOPMENT PROJECTS. THE ARRANGEMENTS AND DESIGN OF THE VOLUNTEERS' PROGRAM, AS WELL AS THEIR LOGISTICAL SUPPORT WERE ALL WORKED OUT IN CLOSE COORDINATION WITH THE EMBASSY AND THE CHARGE OFFICIALLY REPRESENTED THE PEACE CORPS WITH THE SEYHELLES GOVERNMENT UNTIL A PC STAFF PERSON WAS FINALLY POSTED TO VICTORIA IN

JANUARY 1978. THUS THE WORK OF THE PC IN SEYCHELLES
IS VERY CLOSELY ALIGNED WITH THE BASIC GOALS AND
OBJECTIVES OF THE EMBASSY AS THEY RELATE TO PROVIDING
SUPPORT FOR EDUCATIONAL DEVELOPMENT WITHIN THE CONTEXT
OF THE SEYCHELLES CURRENT FOUR YEAR DEVELOPMENT PLAN.

2. ALTHOUGH USICA AND AID ARE NOT OFFICIALLY ESTABLISHED
AS PART OF THE MISSION IN VICTORIA BOTH AGENCIES HAVE
BEEN VERY HELPFUL AND COOPERATIVE IN ASSISTING EMBASSY
VICTORIA PURSUE ITS GOALS IN THE CULTURAL, EDUCATIONAL
AND TECHNICAL ASSISTANCE FIELDS. I SEE NO CONFLICT IN
THE GOALS OF EMBASSY VICTORIA AND THE PRIORITIES OF
THESE TWO AGENCIES WERE THEY TO BE FORMALLY ASKED TO
ESTABLISH RESIDENT PROGRAMS IN THE SEYCHELLES.
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PAGE 04 NAIROB 06970 02 OF 02 051624Z

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Message Attributes

Automatic Decaptioning: X
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Copy: SINGLE
Draft Date: 05 may 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Case Number: n/a
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Disposition History: n/a
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From: NAIROBI
Handling Restrictions: n/a
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TAGS: OGEN
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vdkgvwkey: odbc://SAS/SAS.dbo.SAS_Docs/407b3aa3-c288-dd11-92da-001cc4696bcc
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